

**UC San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS)
Office of Experiential Education (OEE)**

**Guidelines and Processes for Obtaining and Maintaining
Active Certifications, Immunizations, and Tests**

Health care personnel are at risk for contracting and/or transmitting infectious diseases as a result of direct or indirect patient contact. Students enrolled in the UC San Diego SSPPS Doctor of Pharmacy program are required to maintain and submit documentation of required immunizations, active cardiopulmonary resuscitation (CPR) certification, and other tests as requested by the OEE. All students are required to adhere to these procedures to ensure their own safety and the safety of their patients in all experiential settings.

Required documentation includes, but is not limited to, the following:

- Immunization records including annual flu vaccination
- CPR certification
- Annual Tuberculosis (TB) screening, including mask-fitting
- Background checks and drug screenings as required by select sites for Introductory Pharmacy Practice Experiences (IPPEs) or Advanced Pharmacy Practice Experiences (APPEs)

Students have the responsibility to ensure that each item above is active while enrolled in the Doctor of Pharmacy program. As a courtesy, students will receive an email reminder 30 days prior to expiration of any of the above from Complio. Students will receive a second courtesy reminder within one week of the expiration date.

If the student does not provide appropriate documentation to the coordinating OEE staff member within five business days of the second email, the student will be deemed non-compliant, and the Associate Dean of Experiential Education will be notified. If a student is deemed to be non-compliant with any of the above documents, the student will not be permitted to start or continue in their IPPE or APPE, including the UC San Diego Student-Run Free Clinics, and/or service-learning IPPE activities involving patient care.

Additionally, students who are non-compliant are required to meet with the OEE and may receive a [Professionalism Evaluation Form \(PEF\)](#) which will be filed in the student's academic records and reviewed by the Academic Oversight Committee.